

**Lafayette County Planning & Zoning Committee Meeting
Meeting Minutes**

Ag Center Conference Room – County Courthouse

**Wednesday, September 12, 2012
6:30 PM**

Call to Order:

Chairman Wiegel called the meeting to order at 6:30 p.m.

Committee Members Present:

Jack Wiegel, Chairman
John Bartels
David Halloran
Dwayne Larson

Committee Members Absent:

Gerald Heimann

Others present:

Troy Maggied, Planning & Zoning Department Head
Lisa Trumble, County Conservationist

Proof of Proper Posting of Agenda:

Maggied confirmed that the meeting agenda was posted in the Courthouse, the Municipal Building, the United States Post Office – Darlington Branch, and on the county website.

Action on Agenda:

A motion was made Larson and seconded by Halloran to approve the agenda as posted. Motion carried.

Approval of Previous Meeting Minutes (8/8/12):

A motion was made by Halloran and seconded by Bartels to approve the previous minutes. Motion carried.

Summary of Departmental Budget Review by County Finance Committee:

- Reductions to the Planning & Zoning Budget – Maggied reported that the Finance committee reduced the Planning and Zoning Budget by \$8,500 for 2013. The two major changes are as follows:
 - The line item for “Professional Services” was reduced by half, to \$1,000. This was a carry-over that the department had historically left in the budget for legal services.
 - The overall budget was reduced by an additional \$7,500. Maggied was instructed to use \$7,500 from the approximately \$35,000 of mining reclamation program funds to off-set expenses in his department. Maggied reported to both the Finance Committee at the budget hearing and the Planning and Zoning Committee at this meeting that the mining reclamation budget is a revenue-neutral program and state statutes mandate that fees collected for this program are only to be used to reimburse the county for labor and materials expended during the administration of this program. Steve Hubner had been collecting fees for this program for years but not billing any time or materials to the reclamation fund, thus resulting in the surplus mentioned above. Maggied stated that he has already budgeted \$3,171 for work on the mine reclamation program for the remainder

of 2012 and 2013, but that there was little additional work to be performed on the program. The Committee agreed that Maggied should only use money from the mine reclamation program on expenses incurred from administering that program, and not to use mine reclamation funds to off-set other expenses as was recommended by the Finance Committee, as this would violate state statutes.

- Finance Committee Plan to Combine Planning & Zoning (P&Z) and Land Conservation Departments (LCD) – Maggied reported that the Finance Committee informed him of their intent to eliminate two positions at LCD and roll LCD under P&Z. The Finance Committee had first proposed this to Lisa Trumble, asking her for two positions initially, but finally falling back to a request of \$100,000 from her budget.

Maggied and Trumble presented the P&Z Committee with the following analysis of predicted fiscal impacts to their proposed cuts:

- The 2013 proposed LCD budget for salary and fringes is \$243,530
- The Finance Committee reduction is intended to make this figure \$143,530
- With LCD implementing their state-mandated programs, the county receives \$85,000 in state aid to pay for 1.75 positions, meaning that the county only actually pays \$158,530, or 65%, of salary and fringes for LCD
- If the \$100,000 cuts are approved, LCD will no longer be able to administer state-required programs, and would therefore lose the \$85,000 of state funding, resulting in a salary and fringe budget of \$58,530. This would only cover one position, and so the proposed cuts of two would impact in the cutting of a third position. This would prohibit LCD from performing its role in the county.
- If LCD can no longer perform these services, farmers in the county would lose access to over \$685,000 in tax credits and cost share dollars.

Maggied noted that for every \$1 in salary and fringes paid by the county (\$158,530), county residents and farmers receive a return on investment of over \$4.32 (\$685,000) benefits and services.

Maggied and Trumble proposed combining departments and budgets in order to find efficiencies and cost-savings. This would result in P&Z getting more administrative assistance and in LCD assisting with some P&Z programs. This would result in some savings over time in postage, office supplies, and potentially mileage. Maggied and Trumble also stated that they could look at collecting new fees in order to generate more revenue for the departments.

Maggied closed by commenting that he doesn't agree with the Finance Department's proposals, but that if this was the wish of the County Board as a whole, and if the decision was informed, he would respect it. It is important that the decision be informed, and that the ultimate fiscal savings to the county and impacts to farmers is well understood before any action is taken.

Discussion and Possible Action on Septic Maintenance Program Compliance:

Maggied reported that second notices on for the septic maintenance program will be sent out in the coming week. These will be due back on October 19th. Maggied stated that reports not returned by that date need to be viewed as violations. Maggied stated that fines should be imposed, but that this is for compliance only, not punishment, and they could be rescinded once the report was submitted.

The Committee agreed with this proposal. Halloran requested that Maggied come to the October meeting with a process in place for assessing fines on those who haven't submitted the reports. Maggied said he would contact Steve Elmer to get this information.

Discussion and Possible Action on violations of Floodplain Zoning:

- Darlington Township – Riley Brothers

- Maggied stated that since their last meeting, he had confirmed that the cabin in the floodplain is lower than the 100-year flood elevation. He also stated that DNR guidance confirms that a structure such as the Riley's cabin is considered to be "built for human habitation," contrary to what Maggied previously stated. Placement of this cabin in the floodway constitutes a violation of the Lafayette County Floodplain Ordinance.

In light of this new information, Maggied stated that the cabin must be ordered to be removed. To do otherwise would be to lose any legitimate ability to regulate the floodplain in the future. It also puts Lafayette County at risk of losing flood insurance availability for residents who need it.

The Committee agreed that Maggied should begin the process of removing the structure from the floodplain. Maggied stated he would draft a letter to the Riley Brothers and contact Steve Elmer regarding enforcement of the removal.

Discussion on use and establishment of email accounts for county board members:

At the August County Board Meeting, the Board referred the issue of creating business emails for County Board Supervisors back to the Committees. Maggied asked if there was any desire to have this discussed or to even have emails. The general consensus was that all on the Committee except Bartels already had emails, and Maggied could contact them this way if needed. Bartels has no intention of using an email, and so Maggied will continue to contact him via phone if needed.

Approval of Vouchers:

A motion was made by Halloran and seconded by Larson to approve payment of the vouchers. Motion carried.

Next Meeting Date:

The next meeting will be Wednesday October 10, 2012 at 6:30 p.m. in the Ag Center Conference Room.

Adjourn:

A motion was made by Larson and seconded by Halloran to adjourn the meeting. Motion carried.

Recorded By:

Troy Maggied
P&Z Department Head